

**Arizona State Citizen Corps Council
Meeting Minutes
August 18, 2011**

APPROVED

A regular meeting of the Arizona State Citizen Corps Council (AZSCCC) was convened on Thursday, August 18, 2011 at the APS Corporate Headquarters at 400 North 5th Street, Phoenix, Arizona 85009. Notice had been duly given. Present and absent were the following members of the AZSCCC:

MEMBERS PRESENT:

Keith Lansbery, Interim Chair
Cheryl Bowen Kennedy, for Gilbert Orrantia
Paul Shickel
Robert Shogren
Steven E. Moore
Stanley R. Brown (telephonically)
Antonio Hernandez
T.D. Kennard (telephonically)
Vickie Owen (telephonically)
Cynthia Dowdall (telephonically)

MEMBERS ABSENT:

Karen Huaca
Christopher Glover
Deborah Lee Ray
Cheryl D. Williams
Gary White, Interim Vice Chair
Steve Rutherford

GUESTS PRESENT:

None present

AZDOHS PRESENT:

Cheryl Bowen Kennedy, Assistant Director
Andrew A. Escoto, Project Specialist

CALL TO ORDER

Keith Lansbery, Interim Chair, called the meeting to order at approximately 10:02 A.M. A quorum was present.

WELCOME AND INTRODUCTIONS

Keith Lansbery, Interim Chair, welcomed everyone to the meeting. Council members introduced themselves.

REVIEW/APPROVE MINUTES

Antonio Hernandez recommended a correction to the Council for the July 21, 2011 Meeting Minutes. Page 5 of the previous meeting minutes regarding the Medical Reserve Corps should read as: "Currently Medical Reserve Corps and the Arizona Department of Health are administering a program designed for tracking and monitoring personnel in the field. They are also currently administering initiatives that address emergency flood response."

Vickie Owen moved to approve the July 21, 2011 meeting minutes as revised. Motion was seconded by Antonio Hernandez.

STRATEGIC PLAN REPORTS

- **Goal 1 – Support County and Citizen Corps Council**

Liaison Updates:**South Region – Karen Huaca**

Karen was not present at the meeting but sent updates for the Southern Region in to Council. Currently, Pima County is preparing for National Preparedness Month. Additionally she has been in contact with Pinal County to start up the CERT program in that county again.

Central Region – Stanley R. Brown

Stanley did not have updates for the Central Region.

East Region – Steve Rutherford

Steve Rutherford was not present at the meeting.

West Region – Deborah Ray

Deborah Ray was not present at the meeting.

North Region – Cher Williams

Cher Williams was not present at the meeting.

Keith Lansbery and the Council discussed the 2011 Theme Recognition Award Nomination. Cheryl Bowen Kennedy suggested to the Council that recognition for the 2011 Citizen Corps Theme Recognition Award recipient be given the award at the 2011 Arizona Statewide Citizen Corps Workshop.

Antonio Hernandez expressed support for honoring the recipient at the workshop. There was general discussion regarding the presentation information and the idea of the recipient showcasing their program at a breakout session.

After a review of the recognition criteria, Steven Moore moved to award the 2011 Recognition Award to Glendale Fire Department. Motion was seconded by Paul Schickel. The motion was accepted unanimously.

Citizen Corps Workshop

Cheryl Bowen Kennedy updated the Council regarding all advancements made in planning the 2011 Arizona Statewide Citizen Corps Workshop. The workshop is scheduled for September 30 and October 1, 2011 at the Desert Willow Conference Center located at 4340 East Cotton Center Boulevard, Phoenix, Arizona 85040. The workshop will be free for attendees with an online registration.

The Council continued to discuss the details of the workshop including start times for both days for the workshop. Consensus from the Council was a 7:30 A.M. start time and 4:00 P.M. end time. Additionally, hotel accommodations can be easily made if necessary by attendees at the hotels located near the Desert Willow Conference Center.

A conference call for the 2011 Workshop Planning workgroup will take place on Friday, August 19, 2011 at 9:00 A.M. Everyone was encouraged to join the meeting to continue to discuss the logistics of the Conference and provide feedback for any arrangements previously made.

Cynthia Dowdall was asked to provide a presentation regarding the Tucson Tragedy. Cynthia indicated that the local Tucson Emergency Response Team would be able and willing to give a general presentation at the 2011 AZSCCC Workshop. Sample workshop flyers were presented to the Council for review and comment. There was general discussion regarding the flyers.

Discussion occurred regarding the registration process. General consensus was to make the online registration available as soon as possible and forego including a breakout session option. Robert Shogren stated that in the interest of getting registration open as soon as possible, the Council could publish a tentative agenda to give a general idea of topics that will be offered during the breakout sessions.

Council members planning to attend the 2011 AZSCCC Workshop include: T.D. Kennard, Stanley R. Brown, Cheryl Bowen Kennedy, Vickie Owen, Andrew Escoto (AZDOHS), Cynthia Dowdall (September 30, 2011 only), Keith Lansbery, Robert Shogren, Antonio Hernandez, Steven Moore (tentatively September 30, 2011), Paul Shickel (September 30, 2011 only).

Handouts of suggested themes and breakout topics were given to the Council members. Members were asked to select their top choices of themes and prioritize the breakout session topics. Feedback/comment is due by Monday, August 22, 2011.

The Council suggested that the workshop include a breakout session related to grants as well as Citizen Corps Councils that have a 501-C3 status. These sessions may be beneficial since many agencies indicate they have a lot of confusion over 501-C3 status and what funding those organizations can receive. There was also discussion over the history and application and purpose of agencies becoming 501-C3 organizations.

- **Goal 2 – Strengthen and Nurture Relationships**

- The 2011 Individual and Community Preparedness Award**

- An announcement and information was provided about the opportunity to apply for the Individual and Community Preparedness Awards (formerly known as the National Citizen Corps Achievement Awards). These national awards are designed to recognize the innovative and outstanding achievements of all of the individuals, communities, and organizations working to ensure that the United States is better prepared and more resilient by showcasing the work of the Agency's partners at the State, territorial, local, and tribal levels. Applications are available on the national website. Deadline is August 26, 2011.

- **Goal 3 – Develop and Support Methods for Marketing Citizen Corps Statewide**

- Arizona State Citizen Corps Program Brochure**

- Vickie Owen updated the council regarding a Citizen Corps brochure. She indicated that they like the brochure used by the Michigan State Citizen Corps Program, and informed the Council that a template might be available to use for Arizona but she is awaiting a response from the State of

Michigan. A tangible, printed out copy of the brochure should be available for the Council to review by the October 20, 2011 meeting.

- **Goal 4 – Define the Council’s Role As It Pertains to Partner Programs**

Fire Corps – Cynthia Dowdall

Cynthia informed the Council on her participation in coordination with Warren Sprecher in the Leadership Conference in Glendale where she was able to hand out packets to various fire departments from all over the State. Fire Corps had several new people sign up. Currently, they are concentrating their efforts to just getting information out to the community. For example, they have been giving away products with the Fire Corps logo to promote awareness of the existing program. Additionally, the Fire Corps Program has reached out to the community using email as a way of informing the public of upcoming events. The Council was also informed that Fire Corps will be having a CISM Training that will take place in Tucson, in October with Doug and Mike Mitchell. Lastly, the Council was informed that the Northwest Fire is currently in the process of writing an AFG grant for submission in hopes of receiving funds in order to put two Fire Academies together to better respond to tragedies.

2011 Faithful Readiness Conference – Cheryl Bowen Kennedy

Cheryl announced that the AZDOHS/CCP will be participating in the Faithful Readiness Conference, a conference that reaches out to faith-based and community groups. The 2011 Faithful Readiness Conference will be occurring on September 20-22, 2011 at the Holiday Inn Hotel and Suites Tucson Airport located at North 4550 South Palo Verde Road, Tucson, Arizona.

Medical Reserve Corps – Antonio Hernandez

Currently, efforts have been made by the MRC to promote the Arizona State Citizen Corps Program as well as the 2011 Arizona Statewide Citizen Corps and National Preparedness Month to the unit leaders. Additionally, the MRC reapplication process for the 2011-2012 Capacity Building Award is currently open. An award can be up to \$5,000 in funds. Lastly, the current number of Medical Reserve Corps volunteers around the state is a little less than 3,000 people. These volunteers have helped with vaccinations/public health events. They are also preparing to participate in the statewide exercise in November.

USA On Watch – Vickie Owen

USA On Watch will be hosting a business safety training that focuses on terrorism at the Cabela’s retail store located at 9380 West Glendale Avenue in Glendale, Arizona. They will also be hosting the “Getting Arizona Involved in Neighborhoods” (GAIN) program in October 2011. This program is designed to be Arizona’s answer to National Night Out, whereby a day of celebration for the successes of crime prevention through community involvement is held. October is Prevention Month nationwide.

CERT – Karen Hauca

Karen’s update was read earlier at the meeting.

VIPS – Debbie Ray

Debbie Ray was not present at the meeting.

- **Goal 5 – Maintain A Progressive State Citizen Corps Council**

Due to the pending resignation of the Interim Chair, Keith Lansbery in October, the Council was asked if a change in the By-Laws or Executive Order was needed so that the council may have the option to elect their Chairperson. A call was made to the Council members for nominations for Chair and Vice Chair. There was some discussion about the text of the By-laws state and Executive Order. The Council also discussed the role of the Chair and Vice Chair.

A recommendation that Antonio Hernandez serve Chair was made by Robert Shogren and seconded by Steve Moore. Antonio serve as the new Chair for the Arizona State Citizen Corps Council pending approval from his leadership. A recommendation for Vice-Chair was made for Gary White by Keith Lansbery and seconded by Antonio Hernandez. Both motions were passed unanimously.

It was the general consensus of the Council to table any review of the By-Laws until information regarding the proposed changes to the Executive Order was received. A motion was made by T.D. Kennard and seconded by Robert Shogren. The motion passed unanimously.

RESOURCE TYPING MATRIX

Due to Cher Williams' absence, Keith Lansbery, Interim Chair, tabled this topic until the October 20, 2011 meeting.

NATONAL PREPAREDNESS MONTH (NPM)

Antonio Hernandez - Currently, the MRC is conducting an advertising campaign that includes radio and web advertisements to inform the community about National Preparedness Month. Additionally, these advertisements were designed to reach out to get different community partners and groups involved with the MRC and its efforts to prepare for National Preparedness Month. Arizona Department of Health Services is launching a Walk the Stairs campaign in September promoting NPM also.

Cheryl Bowen Kennedy updated the council regarding the advertisement spots allowed to AZDOHS and the Citizen Corps Program regarding National Preparedness Month at different venues around Arizona, including Harkins Theatres on-screen promotional advertisements and Cox Communications. Keith Lansbery urged all Citizen Corps members to register as Coalition members online to support the national Citizen Corps initiative and to gain access to a variety of online resources and tools designed to reach out to the community.

2011 MEETING DATES

Keith Lansbery reminded the Council of the next meeting date and venue. Karen offered to host the meeting at Golder Ranch. Motion passed unanimously. On October 20, 2011 the AZSCCC meeting will be held at the Golder Ranch Fire District.

AZOHS UPDATES/COUNCIL ANNOUNCEMENTS

Keith Lansbery discussed the Conference Call Tips with the Council. A copy of the document will be forwarded to Council members.

Cheryl updated the Council on 2011 Citizen Corps grants. Currently, AZDOHS has not received additional information regarding the 2011 Citizen Corps grants. According to U.S. Statutes, Congress must award those monies by September 30. Additionally, Cheryl recapped upcoming events for both AZDOHS and the AZSCCC:

- Faithful Readiness Conference: AZDOHS will be attending the conference on September 21, 2011 in Tucson, Arizona.
- CERT Training Updates
- AmeriCorps Program: a presentation will be made to the Council by Robert Shogren regarding the AmeriCorps Program at the October meeting.

Robert Shogren briefly informed the Council of the Second Annual Summit on Volunteers that will take place on November 4-5, 2011.

Cynthia Dowdall updated the Council on the efforts currently being made in the Southern Region. Currently, the University of Arizona and the Northwest Fire District are applying for a grant program regarding the Arizona Border Project. Cynthia asked the Council if they could send a letter of support on behalf of the Arizona State Citizen Corps through the University of Arizona College of Medicine for the Arizona Border Project. Cynthia will be forwarding information regarding the request via email.

CALL TO THE PUBLIC

No members of the public were present at the meeting.

CALL TO ADJOURN

At 12:00 P.M., a motion was made to adjourn by Cynthia Dowdall and seconded by Paul Schickel.